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SIEC Advisory Working (SAW) Group Minutes
Wednesday, December 8, 2004

Present:

Clark Palmer, WSP
Alan Hull, WSDOT
Scott Bream, DIS
Donna Wells, DIS
Dennis Hausman, DIS
Jose Zuniga, DOC
Jay Morrison, APCO Advisor for W. WA
Spencer Bahner, King County
Sgt. John McIntosh, WDFW (Conference call)
Scott Bream, DIS
Jose Zuniga, DOC
John Murray, Federal Engineering
Fred Radovich, Motorola
Dana Little, WSDOT (minutes)

Introductions

Everyone present introduced himself or herself.

Approval of Minutes

The meeting minutes from 11/23/2004 were reviewed and approved.

Federal Engineering

- John Murray presented the Statewide Communications Interoperability Study Final Strategic Plan Review and the changes/additions were discussed amongst the group.
- Discussion occurred on structural changes, content changes, outreach to tribal interests, and why Goal 4 (one statewide radio system) was removed.
- Email comments on content in regards to the latest version of the report to Dennis Hausman and Scott Bream by close of business, Friday, December 10th. Please include page and line numbers so that Dennis can speak to the concerns at the SIEC meeting on December 13th.
- Members may be able to send concerns to Dennis before 10:00 the day of the meeting; however, he cannot ensure that they will be brought up for discussion.
- As this meeting is a public meeting, any person attending the meeting may also raise any concerns at the time of the meeting.
- Clark suggested that the concerns raised should be those that are critical in nature.

WSP Narrowband Frequency Licensing

- Discussion occurred on the budget request decision package
- Discussion occurred on what possible modifications would need to be done i.e. emissions, license.
- Dennis asked if the SIEC should consider creating a Master Contract for frequency management that could be used by state and local government. It was the groups' decision that this should be explored, as it would have the potential of saving state and local governments applying for radio licenses a substantial amount of money.
- There was a motion (Dennis H) and a second (Spencer Bahner) to move the WSP decision package to the SIEC on December 13th.

Mission Creek

- Jose Zuniga gave everyone a handout on a new facility (Mission Creek Corrections Center) taken on by DOC.
- Jose is going to approach DNR
- Group advised Jose to move quickly in order to retain the coverage.

2005 Meeting Schedule

- Discussion occurred in clarifying the merging of the SAW Group and the Technical Frequency management Work Group.
- The combined group will be named SAW group co-chaired by Clark Palmer & Jim Hall.
- The new meeting schedule would be as follows:
 - 8:30AM – 12Noon (generally technical issues)
 - 12Noon – 1:00PM (break for lunch)
 - 1:00PM – 4:30PM (policy/funding issues)
- The idea is that the technical issues will be discussed in the morning session, and anything that requires policy approval would be brought to the afternoon session.
- The second Wednesday of the month will be the date of the meeting, with the fourth Wednesday of the month on hold for meetings on an "ad-hoc" basis.
- This new schedule is to begin Wednesday, January 12th 2005.

Technical Frequency Management Group Report

- Alan Hull, Chair reported on the workings of the group from their morning meeting.
- The TFMG had discussion occur on statewide OSCCR channels, LERN and NLEC channels, and the narrowband component on the adjacent channels.
- Reported on the OSCCR status.
- The Technical and Frequency Management Work Group also recommended to the SAW that the statewide microwave backbone be identified as a critical infrastructure to the Committee on Homeland Security. Additionally, that a representative of QWEST be named (by EMD) to serve as the private sector point of contact for the critical infrastructure subcommittee of the Committee on Homeland Security.
 - This action item was moved, seconded, and approved by the SAW Group.

Miscellaneous business

- Jose mentioned that McNeil Island partnership has been approved.

The next SIEC SAW Group meeting is scheduled for Wednesday, December 22, 2004 from 1:30-3:30PM. This meeting will take place at DIS 1110 Jefferson St. SE Olympia.